

**Lakeside Academy - Back to School  
Covid-19 Protocols and Precautions  
Keeping Each other Safe**

Welcome to the 2020-2021 school year! Needless to say, this school year will look and feel a little different from previous years. A special welcome to those starting high school this year or those new to the Lakeside community. We hope the following information will highlight the work done to have a successful and safe school year.

**Overall Objectives:**

- Our plan is to start as carefully as possible. We will evaluate as we go.
- Slow, steady and cautious. This is how we will mitigate risk and prevent the spread within our school community.
- Maintain the spirit of caring for one another. Together we can do this!

**School Opening:**

As stated previously, we will have a gradual return to class based on grade level.

- Monday, Aug. 31                      Sec 4
- Tuesday, Sept. 1                      Sec 5
- Wednesday, Sept. 2                      Sec 1
- Thursday, Sept. 3                      Sec 2
- Friday, Sept. 4                      Sec 3 and WOTP
- All students resume the regular schedule on Tuesday, Sept. 8

Students should come to school having consulted their schedule which will be posted on Fusion on Friday, August 28.

**Entrance and Exit:**

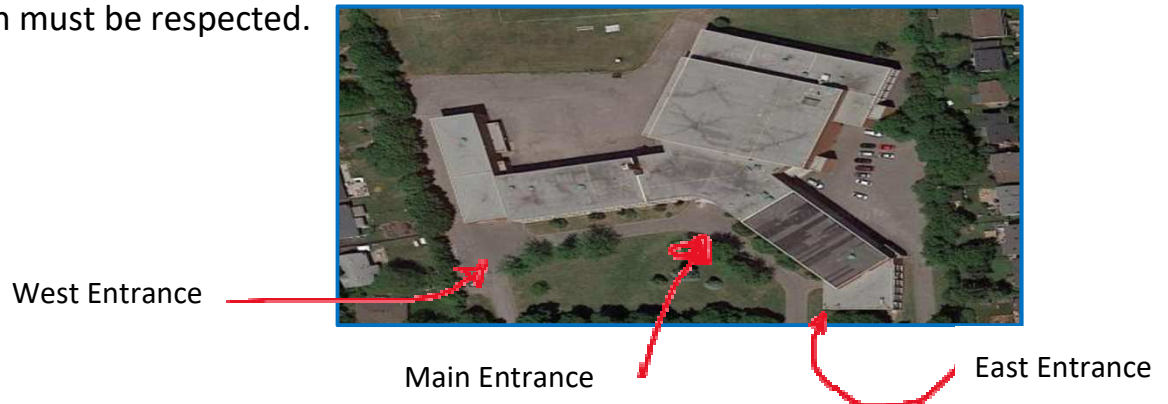
In order to ease congestion at points of entrance and exit, Students will be assigned specific doors to use:

- Sec 1,2                      Main Entrance (center)
- Sec 3                      West Entrance (towards Maple Grove)
- Sec 4,5                      East Entrance (library)

**Drop Off & Pick Up:**

- In an effort to avoid students congregating at entrances, parents are asked to refrain from dropping off or picking up their children in the crescent. You are asked to meet them on Sherbrooke street. (It is also a fire lane and parking there is prohibited)

- Students will leave at the end of the day in a staggered fashion
- We remind students that social distancing while waiting for school busses or public transportation must be respected.



### Building Access:

- The school will only be open between the hours of **8:40 and 3:30**. Students should avoid coming before opening and must leave immediately after school.
- A staggered dismissal will take place to reduce bottlenecks at exits.
- Students will not be allowed to congregate in common areas at any time during the day.
- Students must report directly to their homeroom and cannot hang out in the halls, lobby or lounge.
- Parents and Visitors are asked not to enter the building unexpectedly and **must have an appointment**.

### Classrooms:

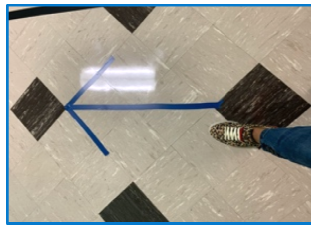
- Students are assigned a single homeroom. Groups are closed, meaning only students from that group can be in that particular homeroom. Students may not enter a different homeroom class at any time. With the exception of Phys-ed, and specific sec 5 courses, all options courses will take place in the homeroom.
- Students must wash or sanitize their hands upon entering and exiting all classrooms.

### Masks/Face Coverings:

- **Students are responsible for supplying their own masks to school every day.**
- Must be worn upon entry.
- Must be worn anywhere in the building outside of the classroom.
- Must be worn when moving around the classroom.
- Must be worn over the nose and mouth.
- Must be worn on the bus.
- Must be disposed of properly.
- Are strongly recommended inside the classroom whenever possible.
- Check out this resource on the [dos and don'ts of MASKS](#).

### Physical Distancing:

- Everyone must respect the 1.5-meter distance while moving around the building.
- Students must respect a 2-meter distance from all adults in the room.
- Students must respect the direction of lanes and arrows taped out in all hallways to help maintain distance.
- Students will form a single line in each direction, in all hallways.
- When using staircases, stay to the right and single file.
- Students must use the appropriate entrance and be patient when entering and exiting the building. Do not crowd the entrances/exits.



### Lockers:

- Lockers will not be assigned for the present time. Students must keep their materials with them in class. Avoid bringing valuables to school. As the season changes, we will re-evaluate the situation.

### Water fountains:

The mouthpiece of the fountain is off limits. Students should bring their own bottles which they can refill.

### Lunch and Recess:

- The recess break must be spent in the homeroom.
- Students may use the washroom but must respect the 1.5-meter distance while lining up. Students may not congregate in the washroom.
- Students may eat their lunch in their homeroom but are encouraged to eat outside while respecting social distancing norms.
- Students who leave for lunch (sec 2-5) are discouraged from congregating at local restaurants.
- Other than a bagged lunch, no outside food is permitted in the building.
- Uber eats and other food delivery services are strictly prohibited.
- Students will be released in a staggered fashion for lunch.

### **Cafeteria Services and Library Services:**

- There will be no Cafeteria services available before September 14 at the earliest as Chartwells has safety protocols it needs to revise and put in place. More information to come.
- Once cafeteria services resume only bagged lunches will be available.
- The Cafeteria as a space will be closed to all except sec 1 students who cannot leave the campus. A rotating schedule will assign the space to each group, weekly.
- The Library will be closed for now, a plan is being put in place to allow students to access books.

### **School Fees, Photos and Opus Passes:**

- School fees payments will be possible online. More info to come.
- Sec. 1 student photos for ID cards are postponed for now.
- All returning students will receive ID cards with last year's photo.
- We will not be hosting OPUS appointments this year. Parents can do so by mail or with a visit to the STM photo studio. More info [here](#).

**NB** All students age 16 and over by October 31, 2020 require a stamped form from the office to be eligible for the OPUS student discount. All forms will be distributed at the beginning of the school year.

### **Safety & Sanitation Measures:**

Enhanced sanitation measures have been put in place.

- Classrooms, washrooms, railings, light switches, doorknobs and other high contact surfaces will be sanitized frequently.
- Increased handwashing will be encouraged.
- Sanitizing upon entrance and exit of the building and the classroom will be mandatory.
- Windows will be kept open to improve ventilation when possible.
- Teachers will be encouraged to make use of outdoor spaces to teach when possible.

### **Covid-19 Symptoms and Protocol:**

- Students who are presenting one or more symptoms are required by public health to **stay home and to call 1-877-644-4545 immediately** for instructions. Consult more info [here on the government of Quebec website](#).
- Parents are required to contact the school. (514) 637-2505
- In the event a student begins showing symptoms while at school, the student will be automatically isolated and the class will move to a different classroom. A designated adult will care for the child while waiting for the parent. The parent must contact the number above as soon as possible and follow the public health guidelines that are provided. The student showing symptoms must remain in isolation at home until Public Health guidelines have been received and carried out.

- If a positive case is confirmed, parents will be notified as quickly as possible.

We at Lakeside Academy understand that many of these changes at the beginning of this school year are going to make school feel different for all of us. We want to remind you of three things. Firstly, every change is designed to ease crowding and mitigate the risk of spread in order to keep us all as safe as possible. Secondly, we wish to remind you that the talented and dedicated staff at Lakeside is looking forward to maintaining student success and engagement as we navigate this new normal together.

Lastly, we want to thank the community for bringing all our children together as one common front supporting one another and keeping each other safe. We hope that as the year evolves, we can begin to relax some of the restrictions. Until then, let's all be Safe.

Thank you

Ms. Wilkinson  
Principal  
Lakeside Academy